

# Memorandum

TO : Director of Training

DATE: 3 February 1965

FROM : Chief/JOTP

SUBJECT: Bi-Weekly Activities Report #3  
20 January - 3 February 1965

## A. SIGNIFICANT ITEMS

1. Attached, with a prefatory statement, is a copy of a recent A&E research report, Personality Characteristics of JOT's. I believe you will find this, as I do, a useful and gratifying analysis. I have expressed orally [REDACTED] our thanks for this report and the hope that our respective staffs may find the time in months ahead to collaborate in identifying and exploring other lines of study. There is much useful work to be done which, if we can manage it, should be very helpful in validating the Program's work and in relating it ever more meaningfully to the Agency's needs. I will prepare a more formal written response [REDACTED] in the near future.

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2. I will go [REDACTED] on Thursday, 4 February, to return Friday afternoon. Purposes of the visit are to brief the staff on the current status of the Program, and to explore informally the implications of suggested revisions in the training cycle.

## B. NORMAL ACTIVITIES

Two new JOT's entered on duty during this reporting period:

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## C. RECRUITMENT ACTIVITIES

See attachment.

DOCUMENT NO. \_\_\_\_\_  
NO CHANGE IN CLASS. ☒  
☐ DECLASSIFIED  
CLASS. CHANGED TO: TS S C  
NEXT REVIEW DATE: 2012  
AUTH: HR 70-2  
DATE: 20-1-82 REVIEWER: 006199

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**D. PERSONNEL MATTERS**

1. Through an accident - or coincidence - of timing we will be without the services of [REDACTED] for a two-week period beginning 8 February. Each has received orders for two weeks of active military duty: [REDACTED] to serve on a Coast Guard Senior Selection Board, to select Commanders and Captains; and [REDACTED] to attend an Army training program.

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2. [REDACTED] has been ill with flu since last Friday and is expected back for duty on 4 February.

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**Attachments**

Recruitment Activities  
A&E Research Report

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(Attachment) RECRUITMENT ACTIVITIES

1. For the week 25 - 29 January 1965:

a. New files received	29
b. File rejects (before T/A)	3
c. Invited for PEM and interviews	8
d. Candidate interviews	8
e. Temporary actions	8
f. Permanent actions	0
g. Cancelled actions	1
Decline	0
Reject	0
Postpone	0
Medical	0
Security	1
Panel	0
h. PEP and interview	4

2. Summary to date:

a. March 1965 Class:

Firm:

On board	2
Military	4
Polys completed EOD set	7
Internal	0

Tentative:

Permanent actions	1
Temporary actions	37
Polys scheduled	6
Polys completed no EOD set	16
Military	1
Internal	10

ESTIMATED CLASS: 35 - 40

b. ROTC/OCS actions: 8

Permanent actions	0
Temporary actions	3
Ready to EOD	2
Polys scheduled	0
Polys completed no EOD set	3

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c. <u>July 1964 Class Availability:</u>		<u>Comparative Figures</u>	
		<u>1964</u>	
Permanent actions	0	20	
Temporary actions	95	60	
Polys scheduled	0	6	
Polys completed no EOD set	5	14	
Polys completed EOD set	0	6	
Military	5	18	
Internal			
Tentative	20		
Firm	0		

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(Attachment) RECRUITMENT ACTIVITIES

1. For the week 18 - 22 January 1965:

a. New files received		47
b. File rejects (before T/A)		8
c. Invited for PEM and interviews		3
d. Candidate interviews		6
e. Temporary actions		5
f. Permanent actions		0
g. Cancelled actions		7
Decline	2	
Reject	3	
Postpone	0	
Medical	0	
Security	2	
Panel	0	
h. PEP and interview		1

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2. Summary to date:

a. March 1965 Class:

Firm:

On board	2
Military	4
Polys completed EOD set	7
Internal	0

Tentative:

Permanent actions	0
Temporary actions	50
Polys scheduled	4
Polys completed no EOD set	12
Military	1
Internal	10

ESTIMATED CLASS: 35 - 40

b. ROTC/OCS actions: 8

Permanent actions	0
Temporary actions	3
Ready to EOD	4
Polys scheduled	0
Polys completed no EOD set	1

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Comparative Figures  
1964

c. July 1965 Class Availability:

Permanent actions	0	21
Temporary actions	97	61
Polys scheduled	0	4
Polys completed no EOD set	5	15
Polys completed EOD set	0	5
Military	5	18
Internal		
Tentative	20	
Firm	0	

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TO : Chief, JOT Program

DATE: 12 January 1965

FROM : Chief, AES Staff

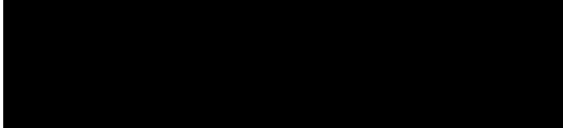
SUBJECT: AES Research Report

1. Attached are copies of an AES research report, Personality Characteristics of JOTs. This report is based upon an analysis of the responses of JOTs to a questionnaire administered during the intensive assessment process after they entered on duty.

2. This study is representative of one type of personnel research - an objective description of the kinds of people who are selected for appointment in an organization. No value judgment - or validity, if you will - is expressed or implied. The obtaining of performance ratings, for example, and their inclusion in an analysis would result in conclusions related to the "rightness" of these selections and would represent another type of personnel research.

3. We are approaching the point in our ADP development where we will be able easily to retrieve and analyze those data we have accumulated over time on JOTs. It will then be possible to conduct efficiently and economically a variety of analyses and research studies in depth and involving a multiplicity of variables operating simultaneously.

4. We would appreciate your comments on the present report, and we shall be most happy to discuss other immediate and long-range analyses that would be of specific interest to you.

  
Assessment & Evaluation Staff  
Office of Medical Services

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## Distribution:

Orig. and 1 - Addressee  
1 - D/MS

OMS/AES:  mac(11 Jan 65)**CONFIDENTIAL**